

Perkins IV Secondary Reserve Grants; Notice of Applications for New Awards for Fiscal Year 2013-14

Date: Application Available: Feb. 20, 2013

Deadline for Notice of Intent to Apply: March 6, 2013 (Form Provided as Attachment 1)

Technical Assistance Regional Meetings: March 7 – 22, 2013 (Optional During Local Plan Workshops)

Deadline for Transmittal of Applications: April 19, 2013, 4 p.m. Central Standard Time

Full Text of Announcement:

I. Funding Opportunity Description

Purpose of Program: The Perkins IV Secondary Reserve Grants are authorized under the Carl Perkins IV Act of 2006, Section 112(a) (1), (c) specifying that states may reserve not more than 10 percent (or 8.5% of the total allotment) for distribution to:

- 1) Local programs in rural areas
- 2) Areas with high numbers or percentages of CTE students, or
- 3) Areas negatively impacted by changes in within state Perkins formulas (funding allocations attached from 2011-13)

Each state utilizing the reserve fund shall use the grant to serve at least two of the categories of recipients listed above. These funds may be distributed to local eligible recipients in an alternative manner determined by the state, for uses described in Section 135 (Local Uses of Funds.)

The purpose of the grant is to prepare CTE students for high-skill, high-wage, or high-demand occupations and emerging opportunities and support linkages between secondary and postsecondary career and technical education programs. The intent is to support new and innovative CTE opportunities at the local level, not to expand or improve existing programs at the school level. Evidence of expansion of existing programs will result in disqualification or a significant deduction of points.

Through the Perkins IV Secondary Reserve Grants, the Division of Career and Technical Education (CTE), TN Department of Education will award grants to support the following **five focus areas:**

- 1) The development of Industry Partnerships that enhance student success through work-based learning.
- 2) The development of Industry Partnerships that enhance student success through **teacher externships.**
- 3) Based on the Pathways Tennessee (Pathways to Prosperity) Initiative, the development and implementation of **Academic Pathways** that establish 7th-14th/16th academic pathways, which are interlinked to local, regional and state economic and labor market needs and trends.
- 4) The development and implementation of innovative work-based learning approaches to serve students with **Special Needs or Disabilities**.
- 5) Promotion of a **Rural Regional Consortium** to maximize academic resources, increase efficiencies, offer distance learning and shared approaches to programs that enhance student success.

Background: Since the passing of the Carl Perkins IV Act in 2006, the State of Tennessee, Department of Education has exercised the option to offer the Perkins IV Secondary Reserve Grants. For Fiscal Year 2013-14 the design of the grants has been changed to reflect the new strategic direction of the division of CTE and TN Department of Education (TDOE). In addition, to make resources available to Local Education Agencies (LEAs) that demonstrate a commitment to these goals and priorities, no LEA will be prevented from submitting an application.

II. Award Information

Type of Award: Discretionary Grants.

Estimated Amount of Available Funds: \$1,700,000

Estimated Number of Awards: 8-10

Note: The Department is not bound by any estimates in this notice.

Project Period: A total of twelve months from July 1, 2013 to June 30, 2014, with all funds to be obligated by June 30, 2014 and expended by September 30, 2014.

III. Eligibility Information

Eligible Applicants: Local Education Agencies (LEAs), as defined in the Elementary and Secondary Education Act, which demonstrate an ability to deliver one of the five focus areas of this grant and are otherwise eligible under the Carl Perkins IV Act.

Cost Sharing or Matching: It is expected that the budget proposal reflect a local contribution to the project and additional points will be awarded based on the amount of effort towards

matching. There is no minimum percentage requirement. Indirect charges are not allowed but there is a 5% allowance for Administration on the Reserve Grant.

Funds to be released: All grant funding will be by reimbursement based on invoices submitted by the Fiscal Agent. One hundred percent (100%) of the funding is available for reimbursement at the beginning of the grant.

IV. Application and Submission Information

Submission: Applications (one copy only) must be submitted electronically via email to Susan.K.Cowden@tn.gov and must include a completed Signature page. The deadline for submission is 4 p.m. Central Standard Time on Friday, April 18, 2013.

Questions: Questions may be directed to Susan K. Cowden at <u>Susan.K.Cowden@tn.gov</u> or by phone at (615) 532-2846.

Page Limit and Specifications: The application narrative should not exceed 10 pages. All attachments will be reviewed; however, they will not be evaluated and points will not be calculated towards the total score. Page specifications:

- A "page" is 8.5" x 11", on one side only, with 1" margins at the top, bottom and both sides.
- Single space all text in the application narrative, including titles, heading, notes and quotations, references, charts, tables, figures and graphs.
- Use a font that is 12 pt. or larger and either Arial, Calibri or Times New Roman, black font.

Application Contents:

- A. Cover Page and Abstract Narrative (Attachment 2) 10 points
- B. Project Narrative (see below) 50 points
- C. Project Budget (Attachment 3) 15 points
- D. Budget Narrative 15 points
- E. Assurances and Signature Page (Template Provided as Attachment 4) 10 points

Attachments Provided for Applicants:

Attachment 1 - Notice of Intent to Apply Form

Attachment 2 - Cover Page and Abstract Narrative Form

Attachment 3 - Project Budget Form

Attachment 4 – Assurances and Signature Page

Attachment 5 - Reserve Grant Check List

Attachment 6 – Summary of Perkins Formula Allocations 2011-13

- A. Cover Page and Abstract Narrative Complete Attachment 2
- **B. Project Narrative** should address the following elements:

Limit **Project Narrative** to no more than 10 pages. All attachments will be reviewed; however, they will not be evaluated and points will not be calculated towards the total score. Please begin your submission with the **Cover Page and Abstract Narrative** and then to the following:

A. General Information for All Focus Areas

- What is the primary focus of your grant project? What are your goals and objectives? How
 do these objectives support local and/or regional priorities? Please include specific desired
 outcomes.
- a. Provide an overview of the foundational elements, including strategic partnerships that are already in place, which will provide for an advantage in implementing a new initiative.
 - **b**. Describe the members of your planning team, including primary and secondary stakeholders and business and industry leaders and the role that they have played and will play in the implementation of your proposed initiative.
- **3.** Please identify your local and/or regional key economic and labor assets and opportunities. (Quotes and references to any published reports or asset maps are encouraged.)
- **4.** Please provide details on the activities that you will conduct to achieve your goals (include in your description rationale, reflection of economic/labor needs and trends and how education and industry are braided in your approach).
- **5.** Overall time frame for each selected activity including planning, roll out, implementation and include dates leading up to full implementation.
- **6.** Provide Department of Labor and Workforce Development statistics indicating that the program prepares students for employment or postsecondary opportunities in a high-skill, high-wage, or high-demand occupation.
- **7.** Define how your district or consortium supports the requirement that two of the following are met:
 - 1) Local programs in rural areas
 - 2) Areas with high numbers or percentages of CTE students, or
 - 3) Areas negatively impacted by changes from state Perkins formulas (2011-13 funding allocations, Attachment 6)

B. Focus Area Specific Questions: For your response to items eight- ten, please only answer the questions relative to the focus area for which you are applying:

The development of Industry Partnerships that enhance student success through work-based learning:

- **8.** Describe the work-based learning approaches that you are proposing.
- **9.** What efforts have been taken to secure the work-based learning sites? Describe your Industry Partners and demonstrate the level of commitment that you have from each.
- **10.** How many students are projected to take advantage of these work-based learning opportunities?

The development of Industry Partnerships that enhance student success through teacher externships:

- **8**. Describe the teacher externship program that you are proposing.
- **9**. What efforts have been taken to secure the employer sites? Describe your Industry Partners and demonstrate the level of commitment that you have from each including the deliverables that they will provide.
- 10. How many teachers are projected to take advantage of these externship opportunities?

Based on the Pathways Tennessee (Pathways to Prosperity) Initiative, the development and implementation of **Academic Pathways** that will establish 7th-14th/16th academic pathways, which are interlinked to local, regional and state economic and labor market trends:

- **8.** Describe the academic pathway(s) that you are proposing.
- **9.** Describe the Postsecondary partnerships that have been developed to support this proposal. How will these partnerships be further developed to attain the goals and objectives outlined in this proposal?
- **10.** Describe your Industry Partners and demonstrate the level of commitment that you have from each, including the deliverables that they will provide.

The development and implementation of innovative work-based learning approaches to serve students with **Special Needs or Disabilities**:

- **8.** Describe the work-based learning approaches that you are proposing.
- 9. In what ways will your work-based learning ensure that employability skills are obtained?
- **10.** Describe your Industry Partners and demonstrate the level of commitment that you have from each, including the deliverables that they will provide.

Promotion of **Rural Regional Consortium** to maximize academic resources, increase efficiencies, offer distance learning and shared approaches to programs that enhance student success.

- **8.** Define your rural regional consortium and the rationale supporting the selection of its members.
- **9.** In what ways will you maximize academic resources, increase efficiencies, offer distance learning or shared approaches to the delivery of programs? Please be specific.
- **10.** Describe your Industry Partners and Postsecondary partners and demonstrate the level of commitment that you have from each.

- C. Project Budget Complete Attachment 3
- **D. Budget Narrative** For each line item in item C. Project Budget, provide a detailed narrative explaining how the calculation was derived and justification for the item.
- E. Assurances and Signature Page Complete Attachment 4

V. Application Review Information

Grant Selection: Proposals will be reviewed on a competitive basis. A review panel composed of individuals from TDOE, the Tennessee Board of Regents, and the Department of Labor and Workforce Development will make grant recipient recommendations to the Commissioner of Education.

VI. Post Award Requirements

Quarterly Progress Reports

The Project Coordinator will submit quarterly progress reports to the Director of Accountability, Budget, Grants Management and Industry Partnerships on the development, implementation, and evaluation of the project.

Reimbursable Grant: Grant funding will be by <u>reimbursement</u> based on <u>invoices and</u> evidence of payment (copy of check or check stub) from the fiscal agent.

Site Visit Days

Site visits and/or conference calls will take place throughout the 2013-14 school year and will serve to evaluate the grant proposal progress/challenges.

Presentations

Grant recipients will be asked to create a presentation of their awarded project at TDOE's professional development conferences. A final report must be submitted at the end of the grant period. The <u>end of project presentation</u> is due on June 1, 2014. A project evaluation should be included in the final progress report.

Attachment 1

Notification of Intent to Apply: Perkins IV Secondary Reserve Grant

Date:

Local Education Agency(ies) (LEA):						
Area of Fo	cus for the Grant Applicati	on (circle one:)				
1)	The development of Indus based learning.	try Partnerships that enhance studen	t success through work-			
2)	_	try Partnerships that enhance studen	t success through teacher			
3)	3) Based on the Pathways Tennessee (Pathways to Prosperity) Initiative, the development and implementation of Academic Pathways that establish 7 th -14 th /16 th academic pathways, which are interlinked to local, regional and state economic and labor market needs and trends.					
4)	The development and imp serve students with Specia	lementation of innovative work-base Il Needs or Disabilities.	d learning approaches to			
5)	5) Promotion of a Rural Regional Consortium to maximize academic resources, increase efficiencies, offer distance learning and shared approaches to programs that enhance student success.					
	he rationale for selecting t n that position you for a su	his Area of Focus and the characteris	stics of your district or			
Signature	s:					
Director o	f Schools, Printed Name	Director of Schools, Signature	Date			
CTE Direct	or, Printed Name	CTE Director, Signature	 Date			
	ortium is proposed, signatuif a grant is awarded.	res should reflect the lead LEA that	intends to be the grant			

Attachment 2 TENNESSEE DEPARTMENT OF EDUCATION DIVISION OF CAREER AND TECHNICAL EDUCATION

PERKINS IV RESERVE GRANT APPLICATION 2013-14 Cover Page and Project Abstract

Title of Project:
Project Coordinator and Title:
Grant Focus Area (Reference Page 2, Five Focus Areas):
School System(s):
School(s):
Work Address:
Email Address:
Work Telephone:
Work Fax:
Project Abstract (not to exceed 500 words):

Attachment 3 TENNESSEE DEPARTMENT OF EDUCATION CAREER AND TECHNICAL EDUCATION Proposed Perkins IV Reserve Grant Budget 2013-14

EXPENDITURE/CATEGORY (Provide as much detail as possible)	FY 2013-14	Total
	Reserve	Local Funds
	Funds	
Salaries and/or Stipends		
_		
a. Benefits		
b. Taxes		
Subtotal		
Professional Fee (consultant, training, etc.)		
Cultural		
Subtotal		
Supplies		
Subtotal		
Postage/Shipping		
rostage/silippilig		
Subtotal		
Equipment/Capital		
Equipment, capital		
Subtotal		
Printing/Publications		
J.		
Subtotal		
Travel/Conference		
Subtotal		
Other Non-Personnel/Miscellaneous		
Subtotal		
Grand Total		

^{*}Attach another page if necessary.

^{*}The proposed budget should include all project costs. Administrative costs not to exceed 5%.

Attachment 4

TENNESSEE DEPARTMENT OF EDUCATION DIVISION OF CAREER AND TECHNICAL EDUCATION

PERKINS IV RESERVE GRANT APPLICATION ASSURANCES AND SIGNATURE PAGE 2013-14

This Assurances and Signatures page is to be completed by the proposing LEA(s). You will include multiple LEAs if this is a Consortium Application. For other key project partners, please submit letters from lead project personnel, on their letterhead, indicating their commitment to the project.

The grant applicant hereby assures that:

- 1. All programs, services, and activities covered by this Grant Application will be operated in accordance with state and federal laws, regulations, and approved rules as established by the State Department of Education.
- 2. Funding will be allocated in accordance with state and federal laws, regulations, and approved rules as established by the Tennessee Department of Education and is targeted toward preparing students for high-skill, high wage, or high-demand occupations and/or secondary to postsecondary transition activities.
- 3. Expenditures will be in compliance with the standard accounting procedures and guidelines established by the Tennessee Department of Education and federal legislation.
- 4. Grant funds will not be expended in any manner other than as outlined in the budgeted section of the approved grant application.
- 5. Federal Perkins funds will supplement, and will not supplant, non-federal funds expended to carry out the activities of the grant.
- 6. Permission will be granted to use this grant proposal and its results, if funded, for informational purposes for other education agencies.
- 7. All teams will be allowed time to meet and plan the project and will be given release time to attend required meetings.

(ALL SIGNATURES REQUIRED)

Signature, Director of Schools	Date
Signature, Career and Technical Education Director	Date
Signature, Local CTE Advisory Council Representative	Date

^{*}For a Consortium Application, please add additional signature lines for each participating LEA.

Attachment 5

Reserve Grant Application Checklist

Intent to Apply Notification
Cover Page and Abstract Narrative
Project Narrative
Project Budget
Budget Narrative
Assurances, Project Team and Signature Page

Attachment 6 – Perkins Formula Grants LEA AWARDS 2011-13

TOTAL MONIES	2012-13 LEA SHARE	COMBINE	LEA 2011-12	LEA 2010-11
\$15,371,110	OF BASIC GRANT	SYSTEMS	ALLOCATION	ALLOCATION
	\$15,371,110	2012-13	\$15,287,853	\$16,494,310
ANDERSON CO	\$98,244	\$109,423	\$126,312	\$123,984
CLINTON CITY	\$11,179		\$0	\$0
OAK RIDGE CITY	\$65,147		\$64,167	\$60,264
BEDFORD CO	\$140,645		\$136,826	\$127,841
BENTON CO	\$43,034		\$41,662	\$48,225
BLEDSOE CO	\$35,103		\$37,682	\$40,011
BLOUNT CO	\$168,663		\$161,306	\$173,005
ALCOA CITY	\$20,879		\$19,443	\$20,565
MARYVILLE CITY	\$55,678		\$50,337	\$54,449
BRADLEY CO	\$139,414		\$127,497	\$124,601
CLEVELAND CITY	\$102,599		\$101,778	\$104,460
CAMPBELL CO	\$118,776		\$126,500	\$140,494
CANNON CO	\$32,689		\$33,349	\$35,780
HUNTINGDON SSD	\$20,769		\$20,770	\$19,314
MCKENZIE SSD	\$16,379		\$15,999	\$17,105
HOLLOW	\$11,171	\$16,567	\$17,340	\$17,982
ROCK/Bruceton SSD				
SO CARROLL CO	\$5,395		\$0	\$0
SSD				
WEST CARROLL CO	\$18,387		\$21,129	\$21,780
SSD				
CARTER CO	\$116,042		\$102,526	\$115,146
ELIZABETHTON	\$40,570		\$39,462	\$41,329
CITY				
CHEATHAM CO	\$81,911		\$79,714	\$79,292
CHESTER CO	\$43,353		\$42,703	\$43,821
CLAIBORNE CO	\$89,446		\$89,745	\$97,511
CLAY CO	\$22,667		\$24,368	\$25,088
COCKE CO	\$104,483	\$130,088	\$117,115	\$125,858
NEWPORT CITY	\$25,605		\$0	\$0
COFFEE CO	\$79,185	\$105,939	\$84,414	\$89,544
MANCHESTER CITY	\$26,754		\$0	\$0
TULLAHOMA CITY	\$53,142		\$51,110	\$59,689
CROCKETT CO	\$27,111	\$40,625	\$40,216	\$41,868
ALAMO	\$6,732		\$0	\$0

BELLS	\$6,783		\$0	\$0
CUMBERLAND CO	\$126,913		\$127,931	\$142,090
DAVIDSON CO	\$1,496,634		\$1,394,858	
DECATUR CO	\$29,289		\$29,293	\$32,117
DEKALB CO	\$52,380		\$53,244	
DICKSON CO	\$118,420		\$115,315	
DYER CO	\$52,174		\$48,595	
DYERSBURG CITY	\$61,548		\$62,378	
FAYETTE CO	\$76,434		\$79,455	
FENTRESS CO	\$47,914		\$60,656	
FRANKLIN CO	\$90,994		\$89,373	\$97,273
GIBSON CO SSD	\$41,570		\$33,509	
HUMBOLDT CITY	\$25,928		\$30,451	\$32,971
MILAN SSD	\$36,988		\$27,163	\$28,152
TRENTON SSD	\$25,042	\$34,597	\$34,540	\$34,951
BRADFORD SSD	\$9,555		\$0	\$0
GILES CO	\$68,206		\$75,507	\$75,959
GRAINGER CO	\$59,978		\$59,852	\$67,795
GREENE CO	\$131,027		\$112,436	\$122,944
GREENEVILLE CITY	\$37,777		\$38,600	\$49,068
GRUNDY CO	\$48,711		\$52,015	\$61,016
HAMBLEN CO	\$170,570		\$156,904	\$174,627
HAMILTON CO	\$742,860		\$747,073	\$772,122
HANCOCK CO	\$24,147		\$23,612	\$26,854
HARDEMAN CO	\$71,231		\$67,441	\$75,562
HARDIN CO	\$73,354		\$76,251	\$84,492
HAWKINS CO	\$132,030	\$140,820	\$142,554	\$164,083
ROGERSVILLE CITY	\$8,790		\$0	\$0
HAYWOOD CO	\$59,907		\$60,179	\$66,342
HENDERSON CO	\$52,007	\$68,443	\$66,864	\$68,501
LEXINGTON	\$16,436		\$0	\$0
HENRY CO	\$59,254	\$84,515	\$81,563	\$87,130
PARIS CITY	\$25,261		\$0	\$0
HICKMAN CO	\$65,876		\$64,512	\$67,868
HOUSTON CO	\$23,157		\$24,368	\$24,965
HUMPHREYS CO	\$46,096		\$43,058	\$43,521
JACKSON CO	\$30,302		\$27,475	\$32,238
JEFFERSON CO	\$117,541		\$126,838	\$132,501
JOHNSON CO	\$45,485		\$53,454	\$52,522
KNOX CO	\$719,808		\$806,834	\$896,702
LAKE CO	\$19,848		\$18,788	\$21,084
LAUDERDALE CO	\$82,377		\$78,345	\$86,982
LAWRENCE CO	\$116,925		\$120,061	\$118,027
LEWIS CO	\$36,353		\$36,020	\$38,358

LINCOLN CO	\$65,406	\$79,831	\$77,936	\$82,890
FAYETTEVILLE CITY	\$14,425	¥ -)	\$0	\$0
LOUDON CO	\$71,334		\$74,929	
LENOIR CITY	\$25,739		\$26,852	\$26,305
MCMINN CO		\$132,317	\$131,624	
ATHENS CITY	\$32,477	Ŧ - /-	\$0	\$0
ETOWAH CITY	\$5,906		\$0	\$0
MCNAIRY CO	\$72,049		\$73,821	\$77,539
MACON CO	\$74,760		\$68,513	\$67,937
MADISON CO	\$261,104		\$267,309	
MARION CO	\$73,676		\$72,961	\$76,995
RICHARD CITY	\$3,304	. ,	\$0	\$0
MARSHALL CO	\$73,884		\$71,449	\$83,345
MAURY CO	\$171,825		\$192,136	
MEIGS CO	\$34,432		\$38,621	\$41,616
MONROE CO		\$124,181	\$120,778	
SWEETWATER	\$27,459		\$0	\$0
MONTGOMERY CO	\$397,629		\$325,053	\$405,600
MOORE CO	\$13,392	W-RSP	\$13,308	
MORGAN CO	\$51,037		\$54,228	
OBION CO	\$42,527		\$44,572	
UNION CITY	\$34,837		\$34,107	\$33,965
OVERTON CO	\$61,075		\$59,018	
PERRY CO	\$22,750		\$21,704	
PICKETT CO	\$12,132	W-RSP	\$11,529	
POLK CO	\$44,746		\$42,517	\$43,922
PUTNAM CO	\$162,223		\$170,428	\$172,153
RHEA CO	\$77,371		\$96,603	\$92,742
DAYTON	\$15,101		\$0	\$0
ROANE CO	\$111,384		\$108,331	\$124,269
ROBERTSON CO	\$150,952		\$148,035	
RUTHERFORD CO	\$408,171	\$536,935	\$497,776	\$502,437
MURFREESBORO	\$128,764		\$0	\$0
SCOTT CO	\$66,259		\$58,491	\$69,187
ONEIDA SSD	\$10,019	W-RSP	\$14,939	\$16,656
SEQUATCHIE CO	\$42,146		\$42,318	\$43,866
SEVIER CO	\$212,023		\$197,440	\$204,602
SHELBY CO	\$514,504		\$403,526	\$419,119
MEMPHIS CITY	\$2,256,092		\$2,572,278	\$2,752,393
SMITH CO	\$50,974		\$49,953	\$48,382
STEWART CO	\$31,383		\$33,871	\$33,754
SULLIVAN CO	\$186,863		\$161,553	\$167,256
BRISTOL CITY	\$62,690		\$55,024	\$55,761
KINGSPORT CITY	\$120,960		\$118,561	\$107,557

*		*	.
\$327,715		\$326,173	\$291,834
\$146,489		\$155,061	\$153,691
\$20,129		\$19,230	\$18,891
\$39,927		\$43,634	\$42,909
\$68,201		\$61,213	\$64,314
\$14,607	W-RSP	\$15,345	\$16,322
\$125,673		\$116,095	\$124,748
\$121,285		\$119,690	\$128,345
\$122,997		\$111,503	\$118,072
\$39,869		\$37,609	\$41,396
\$78,346		\$73,919	\$79,112
\$68,325		\$70,218	\$74,646
\$244,273	\$289,314	\$259,646	\$246,563
\$45,041		\$0	\$0
\$158,207	\$206,022	\$196,509	\$198,676
\$47,815		\$0	\$0
\$10,737	W-RSP	\$9,081	\$10,569
\$15,371,110		\$15,287,853	\$16,494,310
	\$146,489 \$20,129 \$39,927 \$68,201 \$14,607 \$125,673 \$121,285 \$122,997 \$39,869 \$78,346 \$68,325 \$244,273 \$45,041 \$158,207 \$47,815 \$10,737	\$20,129 \$39,927 \$68,201 \$14,607 W-RSP \$125,673 \$121,285 \$122,997 \$39,869 \$78,346 \$68,325 \$244,273 \$289,314 \$45,041 \$158,207 \$206,022 \$47,815 \$10,737 W-RSP	\$146,489 \$155,061 \$20,129 \$19,230 \$39,927 \$43,634 \$68,201 \$61,213 \$14,607 W-RSP \$15,345 \$125,673 \$116,095 \$121,285 \$119,690 \$122,997 \$111,503 \$39,869 \$37,609 \$78,346 \$73,919 \$68,325 \$70,218 \$244,273 \$289,314 \$259,646 \$45,041 \$0 \$158,207 \$206,022 \$196,509 \$47,815 \$0 \$10,737 W-RSP \$9,081